

## **CITY OF BURBANK**

### **FIRE PREVENTION INSPECTOR**

#### **DEFINITION**

Under direction, to conduct fire safety inspections of hazardous and complex occupancies; to enforce local, State, and National standards, codes and laws; to perform fire safety awareness/public education and disaster preparedness programs; and to do related work as required.

#### **ESSENTIAL FUNCTIONS**

Performs fire prevention inspections of industrial and commercial occupancies, including aircraft and studio complexes, public assemblies, educational and institutional occupancies and high rise buildings; performs fire prevention inspection of hazardous material storage and handling; locates and identifies existing or potential fire safety problems and recommends appropriate fire prevention/safety measures and devices; enforces fire prevention codes, laws and regulations; prepares corrective letters, reports and citations; conducts fire safety, public education and disaster preparedness programs; drives on City business.

#### **MINIMUM QUALIFICATIONS**

##### **Employment Standards:**

- Knowledge of - the Uniform Fire Code, Uniform Building Code and other State and local laws and ordinances pertaining to fire safety.
- Ability to - detect fire hazards and code violations and determine appropriate corrective action; speak effectively and develop and deliver audio-visual presentations to a variety of audiences; express ideas clearly and concisely, both orally and in writing; establish and maintain effective working relationships with contractors, supervisors, fellow employees and the public.

**Education/Training:** Graduation from a two-year college with specialization in fire protection and two years' experience in fire prevention or building construction inspection with an organized fire department, fire prevention agency or agency involved in building inspection. NOTE: Additional qualifying experience may be substituted for the required education on a year-for-year basis for a maximum of two years.

**License & Certificates:** A valid California Class "C" driver's license or equivalent at time of appointment.

#### **SUPPLEMENTAL INFORMATION**

**Desirable Qualifications:** Public speaking experience.